

PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
26 July 1988 - 02 August 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

Report when complete
A. The initial input data for the Agency "Budget Estimates for 1990-1991" publication was received in the Office of Logistics, Printing and Photography Group (OL/P&PG) on 29 July from the Office of the Comptroller. This request consists of 60 copies of three volumes. The requested completion date is 30 August 1988. (A1

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B. The "Foreign Broadcast Information Service (FBIS) Trends" publication, dated 1 August 1988, will be printed in two colors rather than the traditional black ink only. The Office of Logistics, Printing and Photography Group (OL/P&PG) has been informed by FBIS, that this is an exception to the rule and not the beginning of color printing for this serial publication. If this is not the case, the new requirement for color printing would impact heavily upon the equipment being utilized and the throughput time required for the printing of this publication by P&PG. (A1

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C. During this reporting period, the Office of Logistics, Printing and Photography Group (OL/P&PG) began work on converting the P&PG Management Information System (MIS) Inventory Control Module from PL/I computer software language to the Nomad Database Management System language. This conversion support the P&PG Copier Management Staff's assumption of Agency copier supplies scheduled for 1 September 1988. In addition to the conversion, some specific modifications are being included to enhance the module's usefulness in controlling copier supplies. Work on this conversion will continue for several weeks.

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STAT D. The Office of Logistics, Printing and Photography Group (OL/P&PG) is in the last week of conducting an inventory of Agency copiers. The equipment survey of four copier contracts, representing all the machines of four specific outside vendors has been completed. The remaining two contracts are scheduled for completion by Friday, 5 August. The purpose of the inventory is to insure that both the Agency and contractor are in agreement with the location and features of each Agency copier. [REDACTED]

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STAT E. This past week, the Office of Logistics, Printing and Photography Group (OL/P&PG) has processed several priority publications for the National Intelligence Council (NIC) and the Publications Center in the Office of Current Production and Analytic Support (CPAS). The Intelligence Community Staff (ICS) has submitted more publications than usual, including five complex table/charts which may require extensive manual "cut and paste" work to generate the additional charts. [REDACTED]

STAT F. The Office of Logistics, Printing and Photography Group (OL/P&PG) is developing Atex "exchange" routines for the database of a Government Employees Health Association (GEHA) pamphlet to be printed for the Agency Insurance Branch. This "exchange" will allow the P&PG typesetting system (Atex language) to read and accept electronic transfer of information from the GEHA database. The database text will come from an IBM PC using Lotus 1-2-3 software. As with many other publications, P&PG is finding itself pressed to develop input procedures "on-the-fly" to accommodate the increasing number of publications submitted for typesetting by Agency PC users and Gheir PC-based software. [REDACTED]

STAT G. The Office of Logistics, Printing and Photography Group (OL/P&PG) has begun assisting the Office of Information Technology (OIT) in the output of the National Intelligence Daily (NID) to magnetic tape for advanced archival storage and retrieval. This is a test phase which should run several weeks and will require additional support from P&PG system managers. P&PG provided an additional test tape on Monday, 1 August. Dual processing, i.e., the simultaneous production of the NID into its traditional hardcopy form and into the new magnetic form may begin in late August. P&PG expects to receive a requirement to output all previously archived NID data to magnetic tape when the test phase is complete. (Doug [REDACTED])

H. As of Friday, 29 July, the Office of Logistics, Printing and Photography Group (OL/P&PG) located planning personnel in Room GJ-56 of the Original Headquarters Building (OHB). These personnel staff will provide P&PG customers, with a more efficient interface between

STAT themselves and P&PG Prepress Composition and Planning Staff
STAT components. [REDACTED]

STAT K. Production of the Office of Finance bi-weekly payroll onto
STAT microfiche, by the Office of Logistics, Printing and Photography
Group (OL/P&PG), was delayed on 29 July due to the [REDACTED] Center
Tape Library's inability to locate the necessary tapes. The OIT
Applications Management Branch programmer eventually determined that
the tapes were lost and regenerated duplicates. However, this
STAT resulted in a six hour delay of this priority request. P&PG
subsequently was forced to handle the request on an overtime basis
to meet the OF deadline of 1 August. [REDACTED]

STAT K. On the afternoon of Friday, 29 July, a representative from
the Director of Central Intelligence, National Intelligence Council,
Counterterrorism Center (DCI/NIC/CTC) met with Office of Logistics,
Printing and Photography Group (OL/P&PG) personnel regarding the
production of 11 vugraphs by 4 August for use in a high-level
briefing scheduled for Saturday, 6 August. The briefing will
STAT describe international terrorism issues and the Intelligence
Community organization on counterterrorism. [REDACTED]

STAT L. On Thursday, 28 July, the Office of Logistics, Printing and
Photography Group (OL/P&PG) initiated live narration support in the
P&PG Motion Picture/Television Center (MPTV) studio for the
Directorate of Science and Technology, Foreign Broadcast Information
Service's (DS&T/FBIS) "Executive News Summary". [REDACTED]

III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

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